

State of Rhode Island  
Department of Administration

**INTER-OFFICE MEMORANDUM**

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Office of Accounts and Control

**TO:** Chief Financial Officers

**DATE:** February 2, 2009

**FROM:** Marc Leonetti  
State Controller

**SUBJECT: DECREASE IN MILEAGE REIMBURSEMENT RATE**  
**CFO 09-05**

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Effective **February 1, 2009**, the rate used to reimburse State employees for use of their personally owned vehicles on state business has been decreased from \$0.585 per mile to **\$0.55** per mile. Please note that the State reimbursement rate is adjusted according to the rate set by the federal General Services Administration (GSA). The GSA has recently adjusted their rate to the Internal Revenue Service rate of **\$0.55** per mile.

This rate should also be used to reimburse volunteers who use their own vehicles on state business.

Procedure A-46 has been revised. It now has an Appendix which lists the latest mileage reimbursement. Further, the A14X and A14XX forms have been revised to reflect the change.

*CFO 09-05 CHANGE IN MILEAGE RATE*